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Subject: Contract RD-77, Task Order "H"

1. Enclosed find proofs of the text for the Identi-Kit hand book.

25X1 2. For your information [redacted] Engineering Secretary, for whom we requested authority for access to Secret material from your organization on 25 June 1959, has been granted a security classification of Secret by Inspector of Naval Material, Los Angeles, on 26 October 1959, Serial No. 8-9089.

Very truly yours,

[redacted] 25X1

Manager - Contracts

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FOREWORD

This handbook is intended for the use of the Identi-Kit operator as an aid in the interrogation of witnesses and as an instruction manual in the operation of the Identi-Kit. The first portion of the book is devoted to interrogation techniques and techniques of observation which can result in obtaining facial likenesses of the subject more accurately, together with a description of the Identi-Kit and its manner of use. The next section of the handbook presents a complete illustrative catalog of the facial characteristics and accessories contained in the kit. These are arranged in order by characteristic and are to be used by an operator or witness as an aid in determining the facial make-up of a subject.

A. INTRODUCTION TO IDENTIFICATION PROBLEM

In those fields requiring identification of individuals, the Identi-Kit meets the need existing for a method or system by which a person with little or no training can describe, record, and transmit recognizable facial characteristics of an individual. Such characteristics must be capable of being tabulated or coded in such a manner as to provide a ready catalog or file system by which a particular individual could be identified once his facial code data was established.

The basic premise of all identification systems is the scientifically established fact that Nature never repeats herself. Unfortunately, the use of most methods requires a physical contact of some type with the individual or suspect in order to obtain a "print" adequate for cataloging and identification. On the other hand, with the Identi-Kit, no contact with the subject other than visual is required, and that can be obtained through the eyes of another. The Identi-Kit system produces a full-face, eye-level view of an individual and is compatible with the photographic system in use by all police forces producing the so-called "mug shots" showing a full face photograph of an individual's face.

A limit exists in that recognition of one human being by another as a result of reducing certain characteristics to pictorial or schematic form, in combination with word descriptions of certain physical and habitual peculiarities, presents psychological problems which must be overcome.

If it were possible to visually compare every natural mark and line in a human face, it would be possible to make complete and positive identification of an individual. Such a system, as a means of positive identification, is not practical for several reasons, the primary one being the inability of the human eye and brain to look at a person's face and see all of the natural marks and lines and to retain the memory of their exact location on that face so that a pictorial representation could be made. The recognition of the impossibility of such a system is its only importance.

Recognizing the fact that any system of visual identification must be limited in its practicability, consideration must be given to a concept of visual identification that is suitable for the requirements at hand. The Identi-Kit concept, in order to offer a practical and utilitarian approach, is actually based upon a process of elimination in which, by means of visual comparison, great numbers of possible

individuals are eliminated because they do not approach, in any way, a comparative likeness of the wanted subject.

The process of elimination should first be by means of the physical characteristics currently used and outlined on the Identi-Card. Further elimination is accomplished by the use of the visual or pictorial technique provided by the Identi-Kit.

B. SUGGESTED TECHNIQUES OF OBSERVATION TO BE TAUGHT INFORMANTS

Because of its unique capabilities, the use of the Identi-Kit presents a new area of observation and requires recognition techniques with which most people are completely unfamiliar. The kit operator will notice that viewing the characteristic portions of the human face alone and not in their proper relationship with the rest of the face presents an identification problem that can be overcome only by modifying his present method of observation. He will find that this problem is present in an even greater degree in a witness who has viewed a subject without contemplating the need for reconstruction of that face, feature by feature. People are not familiar with viewing just a pair of eyes, or a nose, or a mouth removed from the rest of the face.

The usual manner of looking at a man's face is to see the whole face at one time, thereby forming a mental picture of the sum total of all the components of the face. Unfortunately, when the eyes, nose, or mouth are removed from a face that has been viewed in this manner, the witness may fail to recognize them because they have been removed from their normal association with the other facial parts. Here they are being seen individually and not as a part of the entire picture.

As an aid to becoming proficient in the use of the Identi-Kit, the observer must change his observation habits. He should learn to view the component parts of the face individually, and not as a part of the whole. In order to accomplish this change, it is necessary to make the observations in a definite pattern. A pattern of observation that has been found to be very effective has the observer first view the face of the subject to establish the presence or absence of age lines, wrinkles, permanent scars or marks. If any of these exist, he will commit to memory their location on the face as related to the fixed portions of the face. If there are no such lines or marks, he will commit this fact to memory. The permanent lines, wrinkles and scars, or marks of the face, or the absence of any of these, are primary identifying data.

After committing to memory such primary identifying data, the observer then views and commits to memory the hairline of the subject, not in relationship to the rest of the face, but as an individual hairline that might fit on any face. He should then observe the chin line and determine whether it is smooth or angular, round or oval, heavy or thin. At this point, the observer has completed the frame of the face and the other component parts will fit into this frame in an exact relationship to the frame and to each other. The observer should note the eyebrows--are they arched or straight, long or short, heavy or thin, or just medium in all of these categories? Then the eyes--are they round, almond, or slit-like in shape; are they wide open or droopy, or are they just normal eyes? Next the nose--is it straight, crooked, humped, or flat; thick, sharp or pointed; or is it just an ordinary nose? This is followed by the mouth. Here the observer should view the mouth as to size, shape, and particularly the mouth line (lip meeting line). Is it straight, turned up, or turned down? Are the lips heavy or thin? The mouth characteristics should be committed to memory as an individual component and not viewed in relationship with the other portions of the face.

After this process, the observer will view and categorize the subject as to the general physical characteristics (as indicated on the Identi-Card) and the general circumstances surrounding the subject.

The observer will find that by continually following this pattern of observation he will be able to recall the data from his memory by following the same pattern in the recall process. He will become accustomed to viewing component parts of the face as individual parts, and will be able to identify them as individual parts of the slides of the Identi-Kit. When all of these individual parts are recognized and placed on the viewing plate, the resulting picture will be a striking likeness of the subject.

The adoption of this viewing pattern is not a tiring process nor a long one. The observer will find that in only a very few minutes of practice he will be able to conform with the pattern, and he will be surprised to discover that his process of recall from memory has been improved tremendously and almost immediately.

The use of this observation pattern will simplify the use of the Identi-Kit and will clear up the confusion created by the inability to recognize individual component parts of the face. Invariably, a novice operator, when first using the kit, will be unable to produce a good likeness, even if the subject is seated in front of

him. Once he understands the observation pattern and technique, he will be able to reproduce a likeness rapidly and accurately.

C. TECHNIQUES OF INTERROGATION

The basic problem presented to the interrogator or kit operator is that of extracting from the memory of another individual, the witness, the necessary data to construct a recognizable likeness of a person the individual has viewed sometime in the past. In most cases there is an attitude of complete cooperation on the part of the person trying to furnish the information, but a difficulty arises in his inability to recall from memory the facial details required. At least part of this failure is the result of lack of understanding of the process of "memory recall". It therefore becomes necessary for the kit operator to explain the technique of "memory recall" and describe techniques that will assist the individual in accomplishing the desired results. The following explanation has been found to be very effective:

> The human brain is probably the greatest filing system known in all of the world. It is a fact that everything the human eye sees is indelibly recorded on the brain. If twenty years ago the witness had seen a very complicated piece of machinery with hundreds of moving parts, the image of that piece of machinery is still filed away in the brain. It is there in minute detail. Every other object seen by the human eye over the years is also filed away in the human brain. This scientific fact is proven in various ways, the most common of which is the process of recession in hypnotism. In this process an adult is hypnotized and taken back through the years to his childhood days. He is then able to recall circumstances vividly and to describe objects and persons in detail that he has not recalled or thought of in any way for many years. The hypnotist makes no suggestion to the subject. The memory recall is entirely voluntary. The subject can then be transported mentally forward through the years, recalling incident after incident accurately, proving conclusively that the information is filed in the brain and that the inability of an individual to remember is only the result of a failure in perfecting a method of recall.

This explanation should help in convincing the witness that the information the operator is trying to extract from his memory is

actually there and that it can be recalled if the proper recall pattern is applied. Once the subject believes this to be true, his attitude, which might have been I-just-can't-do-anymore, will change and he will begin to cooperate with the operator in trying to discover the proper recall pattern.

The operator must be very cautious at this point and not suggest any specific features to the witness. The witness is literally racking his brain trying to recall the desired information, and if specific suggestions are made, it is likely that subconsciously he will accept the suggestion and in a short time hand it back to the operator as a bit of recall information. The witness, in following this pattern, is quite sincere and does not realize that he is using the suggestion of the operator.

Rather than suggesting certain facial features, the operator should use the following technique which has been proved to be very helpful:

> The operator should question the witness as to the exact circumstances under which he viewed the individual in question. He should insist on the most minute detail in the description of those circumstances, i. e., a man sitting in a cafe drinking a cup of coffee. Exactly how was he dressed? With which hand did he handle the cup? Between which fingers did he hold the handle of the cup? What was the color and specific design of his tie?

The operator will refrain from referring to the facial characteristics during this type of interrogation. Only after he has completed the entire picture of the surrounding circumstances in every detail will he again refer to the facial characteristics. It will be found that by forcing the witness to remember the details in the less important areas, his ability to recall the detail in the facial characteristics will be greatly improved.

In those cases where the witness denies complete ability to recall the identifying data desired, it is suggested that the operator consider a different technique. Take the very vague and general descriptive material forthcoming from any witness and reduce this material to a pictorial likeness representing the operator's conception of the individual. This pictorial representation should be constructed out of view of the witness. The complete picture should then be shown to the witness and the question asked, "Is this a good likeness of the man you are trying to describe?" The witness will, in most cases, answer yes or

no. If the answer is yes, the operator should destroy the picture and then insist on the witness rebuilding it. If the answer is no, the witness automatically, and almost without knowledge, affirms the fact that he would recognize a proper likeness, that he knows exactly what the subject looks like, and, in fact, did recognize immediately that the picture in front of him was not a proper likeness.

At this point the operator should begin the process of trying each of the features individually in the picture or allowing the witness to do this himself. This negative recognition indicates that when the proper characteristic is placed in the picture, the witness will probably recognize it.

If the witness's answer to the question is neither yes nor no, but "I don't know", it is quite possible that the witness truly can be of no assistance. In this case, the witness's story as to the circumstances under which he saw the subject should be investigated thoroughly. The investigation will probably show that the witness did not actually see the person or else saw him under such circumstances as to prevent identification.

In those most difficult cases where it is obvious to the operator that the witness did actually view the subject in question, and where all other techniques have failed in producing the data, the following method may be successful:

> The interrogator will reduce to writing all of the information available regarding the subject, the circumstances surrounding the viewing, the mannerisms, etc. Then, by applying a process of analytical thinking, he will separate those items which he can definitely pinpoint as being facts, i. e., a subject was a very large person, both in height and weight, with a large paunch, heavy thick neck, and fat hands. He was seen in a cafe, let us say, that caters almost entirely to Italians. His manners were loud and coarse.

Having pinpointed the above observations as being possible identification factors, it becomes possible to determine that the facial characteristics of the man would certainly not be slender or fine; that the jaw line could hardly be pointed; that the lips would most probably not be thin, etc. An operator, by virtue of his experience in the field of facial synthesis, would be projecting from a basis provided by known facts and further authenticated by the depth of his experience.

He would build a face that would fit the skeletal description, plus a figure picture. Mannerisms, which so often result from the individual's desire to compensate for facial appearances, often provide detail with such accuracy as to provide a startling likeness of the individual so described, to the point where the witness's memory would be orientated into complete recall of the errors contained in the picture, thus enabling the witness to apply corrective measures.

In those cases where the operator suspects the witness is deliberately lying, either for the purpose of giving a faulty description to mislead the operator, or where the witness is claiming to have seen a certain person and has never actually seen him but is trying to collect some type of reward for coming up with a good description, the following technique may be used to expose the lie.

The operator will determine all of the supporting information before going into the detail of the facial characteristics. The general physical description of the individual will indicate, at least generally, the type of facial characteristics. The operator will then begin the process of obtaining the identifying data regarding the facial characteristics. During this process he will suggest that he has some other source of information concerning the facial appearance of the individual and is using this witness only to fill in the blank spots. The operator will then indicate certain features which have already been placed in the face by the other source. These features will not be compatible with the general description. If the witness agrees that these features are the proper ones and completes the picture with matching features resulting in an entire face that is completely incompatible with the other physical features, it is obvious that he is only agreeing with what he thinks is another source of information and that he is not concerned with setting forth the true facts. If he has never seen the person and is only making the attempt for purposes of reward, he will quickly agree with the supposed other source. If, on the other hand, he actually knows the individual, and is deliberately attempting to reproduce a picture that does not in any way resemble the subject, he will realize that his purpose is being well served by agreeing with the other source.

This technique is almost foolproof. It affords the liar the very opportunity he is seeking. It offers support of the lie from another source and affords the operator a system he can use to definitely trap the liar. Once the

witness has definitely stated that the likeness in front of him is a true likeness of the subject, he is trapped.

Another technique that can be used to trap the liar, but which is somewhat more obvious, is for the operator to request that the witness construct a picture of a subject whom the operator either knows, or of whom he has a picture. He will emphasize the importance of the identification and the amount of reward forthcoming if a good picture is constructed. Any attempt to construct a picture of this individual is subject to a direct comparison with a good picture of the individual, or the operator's knowledge of him, and either the truth is quickly established or the witness demonstrates his insincerity.

In the event the "know-it-all" witness is skeptical of the kit, either the face of the interrogator or a person known to both can be created as proof that the kit will work for anyone who applies himself. This is also a good technique for explaining the use of the kit and giving the witness confidence in the kit and the interrogator.

D. PHYSICAL DESCRIPTION OF KIT

Each Identi-Kit consists of a container, transparent pictorial slides, and a handbook.

Containers

The container is a portable filing and storage bin for the slides and handbook. When opened and latched into position, this unit provides a table for operation of the kit. The handbook is retained in the tray under the make-up pad. This pad is removable and can be placed on a table for greater freedom of operation if so desired. Each half of the container is inscribed with the proper filing position of the slides. This container is capable of being dismantled for insertion into a large briefcase.

Slides

The transparent pictorial slides are divided into groups of identifying facial characteristics and accessories, each of these groups having its own code letter and every slide in each respective group having an individual number.

Each of these slides is coded with its respective letter and number code at the top of the slide for filing purposes, and at the bottom of the slide for final code reading of the completed picture.

In this model, each film has five (5) notches along its side which are to lengthen or shorten any desired facial characteristic.

The make-up pad of this model has an index pointer which acts as a registration device. As each slide is placed on the pad, the pointer fits into one of the five notches. The particular notch position of each individual slide on the make-up pad is noted in the final code reading. Some of the slides are notched on both sides for reversal of the slide on the make-up pad in order to obtain a more accurate representation. When a film is used in reverse position, this is also noted in the final code reading.

Handbook

The catalog portion of the handbook contains a picture of each slide together with its code letter and number. These pictures are grouped by code letter (pictorial group) but are not placed in numerical sequence. The catalog is used to select the particular individual facial characteristic or accessory which most closely illustrates the pictorial representation under consideration.

E. OPERATION OF THE KIT

In building up a facial representation of a subject, slides of each group are selected on the basis of the catalog illustrations and are assembled one upon the other on the make-up pad. In the hairline group, a combination of two slides may be used to illustrate the hairline, plus the widow's peak. The individual slides, when assembled, will form a line drawing representation of a full-face view of a type of individual, not a finished portrait.

F. CODING

The Identi-Kit code readings are to be used for transmittal and/or recording purposes. There are two aspects of coding from the Identi-Kit: (1) coding of facial characteristics and accessories by means of the code letter, number, and notch used of each slide, and, (2) coding of scars, moles, or marks on the face by use of the Scar Grid.

1. Coding of Facial Characteristics and Accessories

When the code reading is determined by use of overlaid slides, it is obtained from the reading on the bottom of the slides. An example utilizing all facial characteristics and accessories would thus appear:

A	N	C	E	L	D	H	G	B	T
17	21	30	76	16	55	92	07	11	12

Should any of the slides be raised or lowered by means of the notches on the side of the slide, the code of the respective slide would have the code notation of that particular notch.

The coding of the five notches is:

X1 - for the lowest notch

X2 - for the next lowest notch

X3 - normal position (it is not necessary to note this position in code as it is assumed, unless otherwise noted)

X4 - for the next to highest notch

X5 - for the highest notch

As an example, the raising of the Hair to "X4" position and the lowering of the nose to an "X1" position would make the code previously noted read:

A17 N21X1 C30 E79 L16 D55
H92X4 G07 B11 T12

In order to obtain a more natural presentation, it may be desirable to rearrange the overlay to emphasize or de-emphasize certain features. This will not result in a change in the coding arrangement at the base of the film pile. If it is desired to maintain this pile sequence, it will be necessary to transmit the coding by pile arrangement rather than as aligned.

Should any of these films be used in reversed position, i.e., turned over, the code letter "R" is added to the code of the respective slide. As an example, the use of a reversed Hair slide would result in the following code:

H92X4R

When the coding of the facial characteristics and accessories is obtained by use of the handbook alone, the same procedure is followed with the operator obtaining the code number of the individual characteristic and accessories from the catalog portion of the handbook. However, the notch position cannot be used when transmitting or recording the code from the catalog.

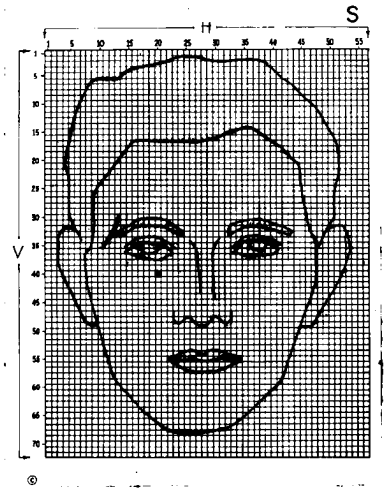
2. Coding of Scars, Moles, or Marks

The prefix of "S" together with the "V" prefix and number of the vertical placement on the Scar Grid, and the "H" prefix and number of the horizontal placement on the Scar Grid, is used to designate the position of the scar, mole or marks on the face.

When overlaid slides are used, the code is obtained by placement of the Scar Grid over the completed picture and noting the vertical and horizontal positions of these identifying marks. An example of this is illustrated below. The code reading from this example would be:

SV 35 to 30 SH 11 to 13 and SV 40 SH 20

When the determination of the position of scars, moles, and other marks is made from the catalog, the same type of coding is obtained by utilizing the Scar Grid illustration on Page 67, on which is superimposed a sample face.



CATALOG OF CHARACTERISTICS